

# NNA Training Seminars and Education Symposiums

**With the right education, a day — or  
even half a day — can supercharge  
your Notary career.**



**Plus...FREE**

**In the morning...  
take the Notary basics seminar  
'The Fundamentals of  
Notarization'**

Valuable training for new Notaries,  
essential refresher for Notary Veterans.

*or*

**In the afternoon...learn to  
'Escape the 10 Most Costly  
Notary Mistakes'**

Prevent common errors that can cost you,  
your employer and your signer.

**Whether you choose the morning  
seminar, the afternoon symposium,  
or both, you'll expand your career  
opportunities and your earning  
potential.**

## ***The NNA Membership Advantage***

Only the NNA offers Notary training that includes an  
entire year of follow-up support and quality service  
through NNA membership.

- **Unlimited, Toll-Free Hotline Support**  
The answers you need right over the phone at  
1-800-US NOTARY (1-800-876-6827)
- **\$5,000.00 Personal Identity Theft Insurance**  
Member-only protection at no additional cost
- **Monthly Updates**  
*The National Notary* magazine and  
*Notary Bulletin* newspaper keep  
you informed
- **24-Hour Help Online**  
Answers to your Notary questions
- **Up to 40% Discounts**  
On all Notary supplies you need
- **And Much More**

**FREE**  
**\$49 Value**  
1-Year NNA  
Membership



NATIONAL  
NOTARY  
ASSOCIATION

*The Nation's Professional Notary Organization*

**Register For Your Training Today:**  
**[www.NationalNotary.org/training](http://www.NationalNotary.org/training) or**  
**Call Toll-Free: 1-800-US NOTARY (1-800-876-6827).**

*Trust the #1 National Provider  
of Notary Education*

# A Full Day of Education can sup

## *Morning*

**In the morning, learn everything you need to know to launch your Notary career.**

### **The Fundamentals of Notarization**

How do you become a Notary? Where do you learn everything you need to become an informed, successful Notary?

You will receive the finest Notary education available from the nation's undisputed leader in the Notary education field. When you train with us, you join the ranks of the best-educated Notaries in the country.

As the nation's leader for nearly 50 years, the NNA has maintained the highest quality Notary training standards. Our comprehensive live seminars are interactive, multi-media courses that cover such crucial topics as:

- The lawful methods to properly identify a signer.
- How a Notary journal protects you.
- The Notary's responsibilities when scanning a document.
- Ways to protect yourself and your employer from liability.
- What are authorized notarial acts?

**No other Notary education program offers you such a complete package:**

- The best Notary education available from the Nation's Professional Notary Organization
- Discounted Notary supplies, and Errors & Omissions Insurance — all in one place, all in one day
- Events: Information about upcoming NNA seminars on eNotarization; Web links to conferences or trade shows related to eNotarization and more.

**Sign up for 'The Fundamentals of Notarization' for the low price of \$59 and receive a full year of NNA Membership — a \$49.00 value — FREE.**

**Take a full day of training without paying full price! Take both courses for \$89.  
Save \$29 and get a full year of NNA membership — a \$49.00 value — FREE.**



### **The Support You Want**

**Ongoing support means that when it comes to your Notary duties, you are not alone.**

When you register for NNA training, you automatically receive a full, one-year membership in the NNA. No other provider of Notary education offers the extensive follow-up support of NNA membership.

The moment you complete this course, you'll immediately recognize the terrific value of your membership. You'll enjoy unlimited use of our toll-free hotline and our online Notary help.

We continue to inform and educate you through our informative monthly updates, including *The National Notary* magazine and the *Notary Bulletin* newspaper. We cover the issues that directly affect you.



### **The Career You Deserve**

**In today's world, you need something extra to get ahead. Being an NNA member gives you a unique advantage.**

The NNA is here to help enhance your career and the Notary profession. We have authored "The Model Notary Act," "The Notary Code of Professional Responsibility," individual state Notary law primers and definitive reference books on notarization. We have pioneered the technology for secure electronic notarization. We are in your corner, supporting your career.

**Call Toll-Free: 1-800-US NOTARY (1-800-876-6827)**

"I came in knowing nothing and left knowing everything. The instruction was clear and very professional."

# percharge your career.

*Afternoon*

**In the afternoon, take our accelerated seminar to avoid the slip-ups that leave you vulnerable to lawsuits.**

## Escape the 10 Most Costly Notary Mistakes

This symposium offers the protection you need! Learn how to prevent common errors that can cost you, your employer and your signers. Get the training and knowledge you need to avoid on-the-job pitfalls, including:

- How correct and complete journal entries will safeguard you
- How to avoid document rejection
- How to assess signer awareness and willingness
- What to do when faced with notarial wording that you don't understand
- Why you should never advise a signer on the type of notarization required

Notarization errors can become a serious liability. Simple, unintentional errors can leave you, your employer and your signers open to lawsuits. Most Notaries aren't aware of the extent of their exposure if they inadvertently commit such errors as:

- Dispensing legal advice
- Notarizing without certificate wording
- Notarizing with incorrect or incomplete certificate wording
- Failure to sign the Notary certificate
- Charging inappropriate or excessive fees
- Identifying a signer with incorrect ID
- Failure to use a Notary seal
- Notarizing with disqualifying interest
- Notarizing without a signer present

**A strong foundation of correct information, accurate policies and procedures, and a thorough understanding of legal and ethical responsibilities will protect you from liability and make you a self-assured Notary.**

**Sign up for 'Escape the 10 Most Costly Notary Mistakes' for the low price of \$59.00 and receive a full year of NNA Membership — a \$49.00 value — FREE.**

**No matter which course you take, you'll receive a 1-Year NNA Membership — a \$49.00 value — FREE. Your free membership includes:**

- Toll-free hotline support to provide answers to all your Notary questions
- Information when you need it: updates through *The National Notary* magazine and *Notary Bulletin* newsletter
- \$5,000 personal identity theft insurance policy
- 24-Hour help online that puts the experts at your fingertips
- Discounts on items and services you need and use every day, including up to 40% off your Notary supplies

## The Education You Need

**Comprehensive training and education ensure that you will be a skilled, confident Notary.**

As the nation's leader of professional Notary education, the NNA maintains the highest quality Notary training standards. Our interactive, multi-media seminars draw from our nearly 50 years of experience in educating America's Notaries.

NNA seminars and symposiums are taught by instructors who take your education seriously. The courses are entertaining and factual because NNA instructors bring their own Notary experiences into the classroom. An NNA instructor must hold a college degree, be a current Notary with commission in good standing, be an accomplished public speaker, and graduate from our Notary Law and Ethics training. Our instructors will give you a solid foundation of accurate information, standard policies, and common-sense procedures to ready you for the challenges of your job.

Our step-by-step instruction turns complicated facts into practical procedures and easy-to-understand terms. You will gain a thorough understanding of your legal and ethical responsibilities — detailed knowledge that you will use every day of your Notary career. You'll take what you learn and put it into practice right away.

## Seminar Locations

### Anchorage

**Thursday, September 14**  
Millennium Alaskan Hotel  
4800 Spenard Road  
Anchorage  
#556A/Morning Session  
#556C/Afternoon Session

### Fairbanks

**Friday, September 15**  
Princess Riverside Lodge  
4477 Pike's Landing Road  
Fairbanks  
#556B/Morning Session  
#556D/Afternoon Session

*Dates and locations subject to change*

**Or Register Online: [www.NationalNotary.org/training](http://www.NationalNotary.org/training)**



#### MORNING SEMINAR

Hours and Check-In:  
Check-in is from 8:15 a.m. to 8:50 a.m. The program begins promptly at 9:00 a.m. and will end at approximately 12:00 p.m.

#### Registration Information

Valid ID is required to check in. For the 'Fundamentals of Notarization' seminar, \$59.00 registration includes the seminar and a 1-year NNA Membership — a \$49.00 value. On-site registration is available only if space permits; a \$25.00 late fee will apply.

#### AFTERNOON SYMPOSIUM

Hours and Check-In:  
Check-in is from 12:30 p.m. to 12:50 p.m. The program begins promptly at 1:00 p.m. and will end at approximately 4:00 p.m.

#### Registration Information

Valid ID is required to check in. For the 'Escape the 10 Most Costly Notary Mistakes' symposium, \$59.00 registration includes the seminar and a 1-year NNA Membership — a \$49.00 value. On-site registration is available only if space permits; a \$25.00 late fee will apply.

#### ALL SEMINAR/SYMPOSIUM EVENTS

##### Transfers/Cancellations

Program transfer requests received by noon Pacific Time one business day prior to the initial scheduled seminar date will be processed at no charge. Program transfer requests received after this time will be charged a fee equal to 75% of the original seminar registration. Cancellations received seven days prior to the initial scheduled seminar date will receive a full refund. Refunds will not be applied to cancellations received after this date or cancellations made on transferred registration. Program transfer and cancellation policies are subject to change without notice.

##### Group Discount

When your organization sends five or more registrants, you'll save 10% off the registration fees for each attendee! Your attendees are free to choose the seminar date and location that best suits them. Registration for all group attendees must be placed at one time. For details, or to sign up, please call 1-800-876-6827.

##### On-Site Training

We'll bring our seminars to your organization and customize them to suit your needs. Learn more about On-Site Training. Recommended minimum: 15 students.

##### Corporate Notary Assistance Program

Let us help your organization with the application process, training and supplies for you Notaries. Please call 1-877-876-0827 for more information. Minimum: 15 Notaries.

Trust the #1 National Provider of Notary Education

## A Day — or Even Half a Day — can mean a world of difference to your career

*Come for the morning seminar...or the afternoon symposium...or both!*

### Training Locations

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## NNA Seminar and Symposium Training Registration Form

#### REGISTRATION FORM

Please complete this form and either fax it to the NNA with your credit card payment or mail it to the NNA with your payment by credit card, check or money order. Confirmation will be mailed within three business days after we receive your registration form. If you do not receive your confirmation within two days of seminar date, please call the NNA. IF THIS ORDER CANNOT BE COMPLETED WITHIN ONE YEAR (365 DAYS) AFTER THE NNA HAS RECEIVED IT DUE TO YOUR FAILURE TO NOTIFY US OF YOUR COMMISSION COMMENCEMENT DATE, YOUR PAYMENT WILL BE NON-REFUNDABLE. ALASKA BONDS AND E&O POLICIES UNDERWRITTEN BY NATIONALS BONDING COMPANY (A SUBSIDIARY OF MERCHANTS BONDING COMPANY (MUTUAL)), THE HANOVER INSURANCE CO., MASSACHUSETTS BAY INSURANCE COMPANY OR CITIZENS INSURANCE COMPANY OF AMERICA (100% REINSURED BY MERCHANTS BONDING COMPANY (MUTUAL)), OR UNIVERSAL SURETY COMPANY OF AMERICA (NNA MEMBER BONDS) OR WESTERN SURETY COMPANY (NON-NNA MEMBER BONDS). AGENT FOR ALL BONDS AND E&O POLICIES IS NNA INSURANCE SERVICES, INC.



**ONLINE**  
**NationalNotary.org/training**  
Open 24 Hours  
Credit Cards Only



**CALL**  
**1-800-US NOTARY**  
(1-800-876-6827)  
Credit Cards Only



**MAIL**  
**National Notary Association**  
9350 De Soto Ave., P.O. Box 2402,  
Chatsworth, CA 91313-2402



**FAX**  
**1-800-833-1211**  
Open 24 Hours  
Credit Cards Only

### 1. Attendee

Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: ☐ Business ☐ Home \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_  
NNA Membership Number (if applicable): \_\_\_\_\_

### 2. Registration Options Choose one of the following options:

#### Full Day 'The Fundamentals of Notarization' and 'Escape the 10 Most Costly Notary Mistakes'

- ☐ **Live Training: \$89.00** Includes free 1-Year NNA membership **Save \$29.00**  
☐ **Online Training Course: \$89.00** Includes free 1-Year NNA membership — Item #7166

#### 'The Fundamentals of Notarization'

- ☐ **Live Seminar: \$59.00** Includes free 1-Year NNA membership  
☐ **Online Training Course: \$59.00** Includes free 1-Year NNA membership — Item #2883

#### 'Escape the 10 Most Costly Notary Mistakes'

- ☐ **Live Symposium: \$59.00** Includes free 1-Year NNA membership  
☐ **Online Training Course: \$59.00** Includes free 1-Year NNA membership — Item #2894

#### ☐ Add the Notary Basic Supplies Package: \$74.45 **Save \$19.40**

Includes free 1-Year NNA membership — Item #7163

Everything you need to begin your Notary career. Package includes:

- Softcover Official Notary Journal
- Acknowledgment Certificates
- Twelve Steps to a Flawless Notarization
- Notary Errors & Omissions Insurance — \$25,000/1-Year Policy
- 2006 ID Checking Guide

### 3. Seminar Choice

Location: \_\_\_\_\_  
Seminar Date: \_\_\_\_\_ Seminar No.: \_\_\_\_\_  
☐ **Yes, I will attend the 'Escape the 10 Most Costly Mistakes' Symposium after the seminar! Seminar No.:** \_\_\_\_\_

### 4. Payment

Seminar/Supply Package Total: \$ \_\_\_\_\_  
Card #: \_\_\_\_\_  
Card Expires: \_\_\_\_\_  
Name on Card: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Signature: \_\_\_\_\_

Shipping charges are included.



NATIONAL NOTARY ASSOCIATION  
The Nation's Professional Notary Organization  
9350 De Soto Ave., P.O. Box 2402, Chatsworth, CA 91313-2402

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